

Purpose

To define the policy of the Department of Transportation (UDOT) for authorization, approval and responsibility of employees to meet OSHA and UDOT Risk Management regulations and guidelines regarding the use of personal protective equipment and safety clothing.

Policy

It is the policy of the Department to provide personal protective equipment and safety clothing to all Department employees that may be exposed to hazardous materials or hazardous working conditions during working hours.

Employees shall wear the appropriate protective equipment and safety clothing to perform their prescribed work in a safe and productive manner. Failure to do so may result in disciplinary action. Supervisors are responsible to see that proper safety equipment is provided and properly used. Only immediate leaders are authorized to sign for an employee to receive required items.

All protective/safety clothing and protective devices shall meet OSHA, ANSI or UDOT standards.

- I. Employees working within the right of way, on or near highways, construction projects, or any environment which exposes them to hazards of equipment or traffic, shall wear Department issued and approved orange outerwear. The **minimum basic attire** shall include the following:
 - A. Reflectorized vests
 - B. Shirt (An orange shirt may be worn without a vest during daylight hours, except when flagging, if shirt is bright and clean.)
 1. Short or long sleeve (cotton or flannel)
 2. T-shirt
 - C. Hat, Department issued orange
 1. Hard hat (for flagging or as required by OSHA or the Department)
 2. Soft cap
 3. Wide brim hat (non department issue only as approved by the supervisor or Region/District Safety Manager)
 - D. Safety Boots
 - E. Nighttime Work - reflectorized Orange Clothing which meets department standards; i.e., vests, coats, hats, etc. shall be worn during all night activities or as needed during periods of poor visibility.
 - F. Safety eyewear
 - G. Hearing protection (as needed)

Note: When worn, all other outerwear; i.e., coats, coveralls, bibs, etc. will be a supplement to the **minimum basic attire**.

Revised: February 15, 2000

Clothing other than that issued by the Department must be approved by the Region/District Safety/Risk Manager or UDOT Risk Management Office; i.e., hats, coats, rainwear, disposable garments, etc.

Clothing will be worn as issued with no alterations.

- II. Employees may be issued coveralls:
 - A. Orange (summer)
 - B. Orange (winter) insulated coveralls or coat/bibs, field employees whose job exposes them to prolonged periods in inclement weather. An employee may not receive both insulated coveralls and coat/bibs during one fiscal year.
 - C. Mechanics, shop personnel, and other authorized employees may be issued appropriate protective clothing.
- III. Employees whose job exposes them to inclement weather may be issued reflectorized orange waterproof clothing (rainwear).
- IV. Field, Shop, Lab, and Warehouse environment employees (as determined by their supervisor) shall wear ANSI approved safety-toe footwear. The Department will participate in the cost of safety-toe footwear, including resoleing, by reimbursing employees up to \$100 per fiscal year. Safety-toe boots shall have leather uppers above the ball of the ankle. The Department shall provide rubber hip boots with safety-toe as determined by the supervisor.
- V. Employees handling chemicals or hazardous materials will be issued appropriate protective clothing or equipment for the task.
- VI. Employees required to wear eye protection because of work area will be issued and use appropriate safety eyewear. Safety eyewear is to be worn at all times when in the field, shops, labs, or at other times when exposed to possibly injury. Provided are:
 - A. Abrasive blasting protector hood
 - B. Welders hood/goggles/safety glasses - eye protection
 - C. Face shields/goggles/safety glasses
 - D. Safety Prescription eyewear will be provided to field, shop and lab personnel, (as determined by supervisor) as follows:
 - 1. The department will establish a department wide contract for providing glasses. All frames must have permanent fixed side shields. The safety standards team may select appropriate frames and lenses based on safety and fiscal issues and may specify photochromic lenses or a combination of clear and sunglasses according to best available price.

Revised: February 15, 2000

- Respirator
- Gloves
- Safety footwear
- Aprons
- Face shield and safety glasses

Employees seeking exceptions to this policy must submit requests in writing to the Region/District Safety/Risk Manager or the UDOT Risk Management Division. Questions regarding department provided personal protective equipment or application of this policy should be resolved by the supervisor in consultation with the Region/District Safety/Risk Manager, the UDOT Risk Management Office and the UDOT Safety Manual.

A team consisting of representatives from Risk Management, Traffic and Safety, Maintenance, Construction, and Procurement shall adopt standards and specifications for reflectivity, orange and complementary colors and fabrics and other aspects of all personal protective and safety equipment. This team may approve specifications of safety equipment in procurement contracts. Such standards shall be periodically updated.